



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: September 9, 2014

DATE: August 19, 2014

TO: Board of County Commissioners

FROM: Ken Retterath, Interim Director, Department of Social Services
Telephone: (775) 785-8600 Email: KRetterath@washoecounty.us

THROUGH: Kevin Schiller, Assistant County Manager

SUBJECT: Recommendation to approve a Continuum of Care Program Grant from the United States Department of Housing and Urban Development (HUD), in the amount of \$32,345 (\$2,390 County match) to provide housing and supportive services for homeless families; retroactively for the period of September 1, 2014 through August 31, 2015; authorize Chairman to execute the grant agreement and direct the Comptroller's Office to make the appropriate budget adjustments. (All Commission Districts)

SUMMARY

Approve 2013 Continuum of Care Program Grant Agreement from the Department of Housing and Urban Development (HUD) in amount of \$32,345 (\$2,390 County match), retroactive to September 1, 2014 through August 31, 2015.

Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

PREVIOUS ACTION

On February 28, 2012, the Board of County Commissioners accepted the U.S. Housing and Urban Development two year grant NV0052B9T011000 in the amount of \$126,954 with \$8,100 County match.

BACKGROUND

This is the first renewal on the U.S. Department of Housing and Urban Development Continuum of Care Program grant. The original grant was accepted on February 28, 2012 by the Board of County Commissioners. The grant provides leasing assistance and supportive services for homeless families with disabilities that reside at the emergency shelter. The grant is operated by Social Services staff.

AGENDA ITEM # 8E2

GRANT AWARD SUMMARY

Project/Program Name: Continuum of Care

Scope of the Project: This project is designed to provide housing and supportive services for four homeless/chronically homeless families. The families are drawn from the Community Assistance Center (Homeless Shelter) and are case managed by Social Services staff.

Benefit to Washoe County Residents: This project provides housing and supportive services benefits to families that are struggling to remain housed. By helping in the placement of families into the community and providing supportive services, it allows these families time and space to develop resources and skills to increase their long term sustainability, and reduces the draw on other community resources.

On-Going Program Support: This is a permanent supportive housing program that provides limited funding for leasing and supportive services. It is expected that this grant will be renewed year over year by HUD. Washoe County Social Services already provides services to families in the family shelter, and would continue to provide case management support (though not leasing assistance) for these families should the grant fail to be renewed or could no longer be funded by HUD.

Award Amount: \$32,345

Grant Period: September 1, 2014 to August 31, 2015

Funding Source: U.S. Department of Housing and Urban Development

Pass through From: n/a

CFDA Number: 14.267

Grant ID Number: NV0052L9T011301

Match Amount and Type: \$2,390 cash match.

Indirect Cost Rate (applicable to the award):

Grant's recoverable indirect cost rate:

- ☐ Indirect costs are fully recoverable
- ☒ Sponsor does not allow for indirect cost recovery
- ☐ Sponsor has limited indirect cost recovery at ____ %
- ☐ Sponsor requires indirect Cost Rate Approved by Cognizant Agency

Special Terms & Conditions: n/a

Sub-Awards and Contracts: n/a

FISCAL IMPACT

Acceptance of the grant award requires a budget increase in both revenues and expenditures in IO xxxxx in fiscal year 2014/15 as follows:

IN xxxxx – 431100	Federal Grant Revenue	\$32,345
IN #TBD 711712	Family Preservation	\$32,345

County matching funds will be \$2,390 in fiscal year 2014/15. Sufficient funding exists in the current adopted budget of Adult Social Services Indigent Assistance 179300; matching expenses will be tracked through IO#60225.

This grant is being accepted retroactively as the agreement was received by the Department in mid-August.

RECOMMENDATION

Approve a Continuum of Care Program Grant from the United States Department of Housing and Urban Development (HUD), in the amount of \$32,345 (\$2,390 County match) to provide housing and supportive services for homeless families; retroactively for the period of September 1, 2014 through August 31, 2015; authorize Chairman to execute the grant agreement and direct the Comptroller's Office to make the appropriate budget adjustments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move to approve a Continuum of Care Program Grant from the United States Department of Housing and Urban Development (HUD), in the amount of \$32,345 (\$2,390 County match) to provide housing and supportive services for homeless families; retroactively for the period of September 1, 2014 through August 31, 2015; authorize Chairman to execute the grant agreement and direct the Comptroller's Office to make the appropriate budget adjustments."



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
600 Harrison Street
3rd Floor
San Francisco, CA 94107

Tax ID No.: 88-6000138
Grant Number: NV0052L9T011301
DUNS No.: 073786998

FY 2013 CONTINUUM OF CARE PROGRAM GRANT AGREEMENT

This Grant Agreement ("this Agreement") is made by and between the United States Department of Housing and Urban Development ("HUD") and Washoe County (the "Recipient").

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the "Act") and the Continuum of Care Program regulation (the "Regulation").

The terms "Grant" or "Grant Funds" mean the funds that are provided under this Agreement. The term "Application" means the application submissions on the basis of which the Grant was approved by HUD, including the certifications, assurances, and any information or documentation required to meet any grant award condition. All other terms shall have the meanings given in the Regulation.

The Application is incorporated herein as part of this Agreement, except that only the project listed, and only in the amount listed on the Scope of Work, is funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

Exhibit 1, the FY2013 Scope of Work, is attached hereto and made a part hereof. If appropriations are available for Continuum of Care grants; and if Recipient applies under a Notice of Funds Availability published by HUD; and, if pursuant to the selection criteria in the Notice of Funds Availability, HUD selects Recipient and the project for renewal, then additional exhibits may be attached to this Agreement. Those additional exhibits, when attached, will also become a part hereof.

The effective date of the Agreement shall be the date of execution by HUD and it is the date use of funds under this Agreement may begin. If the project funded by this Agreement is a new project, Recipient and HUD will set an operating start date in LOCCS for the project, which will be used to track expenditures and to determine when the project is eligible for renewal. If this Agreement renews funding for a project, the term of this Agreement shall begin at the end of the Recipient's final operating year for the grant being renewed, and eligible costs incurred for the project between the end of Recipient's final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement.

This Agreement shall remain in effect until termination either 1) by agreement of the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; or 3) upon expiration of the final operating year of the project funded under this Agreement.

Recipient agrees:

1. To ensure the operation of the project listed on the Scope of Work in accordance with the provisions of the Act and all requirements of the Regulation;
2. To monitor and report the progress of the project to the Continuum of Care and HUD;
3. To ensure, to the maximum extent practicable, that individuals and families experiencing homelessness are involved, through employment, provision of volunteer services, or otherwise, in constructing, rehabilitating, maintaining, and operating facilities for the project and in providing supportive services for the project;
4. To require certification from any subrecipient that:
 - a. Subrecipient will maintain the confidentiality of records pertaining to any individual or family that was provided family violence prevention or treatment services through the project;
 - b. The address or location of any family violence project assisted with grant funds will not be made public, except with written authorization of the person responsible for the operation of such project;
 - c. Subrecipient will establish policies and practices that are consistent with, and do not restrict, the exercise of rights provided by subtitle B of title VII of the Act and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness;
 - d. In the case of a project that provides housing or services to families, that subrecipient will designate a staff person to be responsible for ensuring that children being served in the program are enrolled in school and connected to appropriate services in the community, including early childhood programs such as Head Start, part C of the Individuals with Disabilities Education Act, and programs authorized under subtitle B of title VII of the Act;
 - e. The subrecipient, its officers, and employees are not debarred or suspended from doing business with the Federal Government; and
 - f. Subrecipient will provide information, such as data and reports, as required by HUD; and
5. To establish such fiscal control and accounting procedures as may be necessary to assure the proper disbursement of, and accounting for grant funds in order to ensure that all financial transactions are conducted, and records maintained in accordance with generally accepted accounting principles, if the Recipient is a Unified Funding Agency;
6. To monitor subrecipient match and report on match to HUD;
7. To take the educational needs of children into account when families are placed in housing and will, to the maximum extent practicable, place families with children as close as possible to their school of origin so as not to disrupt such children's education;
8. To monitor subrecipient at least annually;
9. To use the centralized or coordinated assessment system established by the Continuum of Care as required by §578.7(a)(8). A victim service provider may choose not to use the Continuum of Care's centralized or coordinated assessment system, provided that victim service providers in the area use a centralized or coordinated assessment system that meets HUD's minimum requirements and the victim service provider uses that system instead;

10. To follow the written standards for providing Continuum of Care assistance developed by the Continuum of Care, including the minimum requirements set forth in §578.7(a)(9);
11. Enter into a subrecipient agreement requiring subrecipient to operate the project in accordance with the provisions of this Act and all requirements under 24 CFR 578; and
12. To comply with such other terms and conditions as HUD may have established in the applicable Notice of Funds Availability.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless HUD is otherwise advised in writing. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

The Agreement constitutes the entire agreement between the parties hereto, and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

Nothing in this grant agreement shall be construed as creating or justifying any claim against the federal government or the grantee by any third party.

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,
Secretary of Housing and Urban Development**

By:

(Signature)

Maria Cremer, Director

(Typed Name and Title)

(Date)

RECIPIENT

Washoe County

(Name of Organization)

By:

(Signature of Authorized Official)

(Typed Name and Title of Authorized Official)

(Date)

Tax ID Number: 88-6000138
Grant Number: NV0052L9T011301
DUNS Number: 073786998

EXHIBIT 1
SCOPE OF WORK for FY2013 COMPETITION

1. This Agreement is governed by the Continuum of Care program Interim Rule attached hereto and made a part hereof as Exhibit 1a. Upon publication for effect of a Final Rule for the Continuum of Care program, the Final Rule will govern this Agreement instead of the Interim Rule. The project listed on this Exhibit at 3., below, is also subject to the terms of the FY2013 Notice of Funds Availability.
2. The Continuum that designated Recipient to apply for grant funds is not a high-performing community.
3. Recipient is not a Unified Funding Agency and was not the only Applicant the Continuum of Care designated to apply for and receive grant funds and is not the only Recipient for the Continuum of Care that designated it. HUD's total funding obligation for this grant is \$32345 for project number NV0052L9T011301. In accordance with 24 CFR 578.105(b), Recipient is prohibited from moving more than 10% from one budget line item in a project's approved budget to another without a written amendment to this Agreement. The obligation for this project shall be allocated as follows:

a. CoC Planning cost	\$ 0
b. Acquisition	\$ 0
c. New construction	\$ 0
d. Rehabilitation	\$ 0
e. Leasing	\$ 22788
f. Rental assistance	\$ 0
i. Tenant-based rental assistance	\$
ii. Project-based rental assistance	\$
iii. Sponsor-based rental assistance	\$
g. Supportive services	\$ 5931
h. Operating costs	\$ 1510
i. HMIS	\$ 0
j. Administration	\$ 2116

4. No funds for new projects may be drawn down by Recipient until HUD has approved site control pursuant to §578.21 and §578.25 and no funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.
5. Nothing in this grant agreement shall be construed as creating or justifying any claim against the federal government or the grantee by any third party.